

**MINUTE BOOK XXIII, PAGES 83-90**  
**TROUTMAN TOWN BOARD REGULAR MEETING MINUTES**  
**JULY 10, 2014**

The regular meeting of the Board of Aldermen for the Town of Troutman was held in the Troutman Town Hall, 400 North Eastway Drive, North Carolina on Thursday, July 10, 2014 at 7:00 p.m. with the Mayor Elbert H. Richardson's presiding.

Aldermen Present: Betty Jean Troutman, Sally P. Williams, W. Paul Henkel, Judy Jablonski Teross W. Young

Aldermen Absent: None

Staff Present: Town Manager, Ann G. Bailie; Town Clerk, Kimberly H. Davis; Planning Director, Erika G. Martin; Police Chief, Matthew A. Selves; Public Works Manager, Adam K. Lippard; Town Attorney, Gary W. Thomas; Customer Service Representative, Danielle Upright

Press Present: James McNally, Statesville Record and Landmark  
David Vieser, Charlotte Observer

**MAYOR ELBERT H. RICHARDSON CALLED THE MEETING TO ORDER**

**ITEM 1. MAYOR RICHARDSON WELCOMED VISITORS AND GUESTS**

**ITEM 2. INVOCATION**

Pastor Dieter Punt, Holy Trinity Lutheran Church, Troutman gave the invocation.

**ITEM 3. PLEDGE OF ALLEGIANCE**

**ITEM 4. ADJUSTMENTS TO THE AGENDA**

None

**ITEM 5. APPROVAL OF AGENDA**

Upon motion by Alderman Henkel, seconded by Alderman Troutman, and unanimously carried, agenda for the regular meeting of July 10, 2014 was approved as submitted.

**RECOGNITIONS**

**ITEM 6. BUSINESS SPOTLIGHT – Sign Shop, (Alderman Teross Young)**

Alderman Teross Young spotlighted the Sign Shop/Black Tooth Metal, located on Eastway Drive. A family owned business, owners Aaron and Carrie Larson began in Troutman in 2008, offering a wide variety of high quality products and services at affordable prices. Services include: screen printing, embroidery, heat press, wide format printing, lamination, banners, yard signs, etc. Alderman Young also recognized the Sign Shop for their service to the Town in making needed signage and for providing the Aldermen's car signs for the Independence Day Parade.

Mr. Aaron Larson thanked the Board for the recognition and expressed appreciation of being involved with and providing service for the Town. Alderman Young made reference to the Sign Shop's display in the Town Hall lobby.

Alderman Henkel commented on the Sign Shop's high quality American made products, and thanked them for being part of the community.

**COMMENTS FROM VISITORS AND GUESTS:** *The public is invited to address the Board with comments or concerns. The comment period is limited to three (3) minutes per individual.*

Mr. Randy Pittman, owner of Randy's BBQ located at 103 North Main Street in Troutman, requested help in promoting local businesses by asking the Town to reexamine offsite signage regulations.

Upon motion by Alderman Henkel, seconded by Alderman Williams and unanimously carried, approved to direct staff to review signage regulations in the Town's Central Business and Highway Business Districts.

## **STANDING REPORTS**

### **ITEM 7. TROUTMAN ESC PARK MONTHLY UPDATE, (Carrie Harrison, Parks and Recreation Committee Chair**

Ms. Carrie Harrison, Chair of the Parks and Recreation Committee presented the following Troutman ESC Park monthly update to the Board:

- Thanked the Board for approving the Troutman ESC wayfinding signs that have been installed around town.
- Troutman Parks and Recreation sponsored a float in the Independence Day Parade and staffed an informational booth at the Troutman Independence Day Festival in efforts to raise awareness of the park.
- Wendy's of Troutman held their first Park Night on Monday, June 23<sup>rd</sup> raising over \$200 for Troutman ESC Park. Park nights will continue on the fourth Month of each month in support of the park, dine-in or carry out only.
- Reminder: Brick Challenge-The committee is encouraging family and friends to purchase bricks (\$100) each in honor of their children, grandchildren, or anyone dear to them. The bricks will be installed near the pavilion.
- Parks and Recreation Committee member Jan Comer is participating in the Cold Water Challenge in association with the Piedmont HealthCare Friday After Five concert on July 25<sup>th</sup> in downtown Statesville. Ms. Harrison explained that when individuals make a \$20 donation selecting Jan as their team captain, \$15 is earmarked for Troutman ESC Park. At the concert, the team captain who has the most money raised is exempt from the Cold Water Challenge. Donations can be made or mailed to the Statesville Record and Landmark Office, or made in person at the Friday After Five Concert on July 25<sup>th</sup>.
- Reminder: The Town's third annual National Night Out (NNO) will be held on Tuesday, August 5<sup>th</sup> from 6-9 pm in Troutman ESC Park. The event involves all segments of the community to build a healthier and safer community, generate support for anti-crime programs, strengthen police and community relations, and highlight local businesses and organizations. The event will include: free dinner, smoke house provided by the Fire Department, display of police and fire department vehicles, K-9 demonstration, and Zootastic petting zoo along with the services of free document shredding, and medicine drop.

**ITEM 8. J. HOYT HAYES MEMORIAL TROUTMAN LIBRARY REPORT, (*Juli Moore, Manager*)**

Ms. Juli Moore, Manager of the J. Hoyt Hayes Memorial Troutman Library reported on the following library events:

- Summer reading program-over 200 registered participants. Kickoff for the summer program was June 19<sup>th</sup> with over 175 attendees. Performance by magician Chris Benfield.
- Ronald McDonald and McDonald's owner Mike Neader were in attendance yesterday June 9<sup>th</sup> (101 attendees).
- Door count for June 2014 was 3958 people, circulating 4459 items for an increase of 26% over June of 2013.
- For fiscal year 2013-2014 circulation is up 19% over the previous year.
- Every day through August 2<sup>nd</sup>, there is one program scheduled each day. Programs include: t-shirt art, poet and novelist Tony Abbott (Professor at Mitchell College), teen book club, forensic science program, self defense program, making slime, soil science, poetry appreciation club, balloon race, an animal program, etc.

Alderman Troutman recognized Ms. Moore for receiving her Master Degree in May 2014.

**CONSENT AGENDA:** *Items on the Consent Agenda are considered to be routine by the Board of Aldermen and will be approved with one motion. There will be no separate discussion on these items unless the Mayor or a Board member so requests, in which event, the item will be removed from the Consent Agenda and considered as the first item under New Business.*

**ITEM 9. APPROVE MINUTES OF REGULAR MEETING OF JUNE 12, 2014**

**ITEM 10. APPROVE MINUTES OF JUNE 17, 2014 (CONTINUED MEETING OF JUNE 12, 2014)**

**ITEM 11. APPROVE MINUTES OF AGENDA BRIEFING OF JUNE 09, 2014**

**ITEM 12. APPROVE POLICY TITLED: "INELIGIBILITY OF ELECTED OFFICIALS TO SERVE ON TOWN BOARDS AND COMMITTEES"**

Upon motion by Alderman Young, seconded by Alderman Jablonski, and unanimously carried, consent agenda items were approved as presented.

(Copied in full, Policy #41 is filed in Policy Book #1)

(Copied in full, Policy #41, is filed on CD titled: "Town Board Supporting Documents" dated July 7<sup>th</sup> and July 10th, 2014 in CD Book #1 titled, "Town Board Supporting Documents")

**NEW BUSINESS**

**ITEM 13. REZONING REQUEST: SUBURBAN RESIDENTIAL (RS) TO HEAVY INDUSTRIAL (IH), (RZ-14-03), 6 acres located at 281 Murdock Road, PIN 4741015815, (*Erika G. Martin, Planning Director*)**

**a. Call for a Public Hearing**

*Mayor Richardson opened the Public Hearing*

Planning Director Erika Martin presented applicant Jeff Lancaster's rezoning request from Suburban Residential to Heavy Industrial of approximately 6 acres located at 281 Murdock Road. She stated that property within ¼ mile includes large lot single family residential, industrial, civic, farm uses, and undeveloped land. The Town's Land Use Plan shows the area becoming Campus Development which could be a light, industrial, or mixed use district. Ms. Martin pointed out that although the rezoning application

states the applicant intends to use the property for mini storage it is important to note that this is a standard rezoning and therefore, no conditions may be added and all allowed uses should be considered. The current district allows most residential uses, accessory cemeteries, and bed & breakfast inns. The proposed district allows a wide array of intense, non residential uses such as manufacturing, institutions, and warehousing by right and hazardous materials storage, heavy manufacturing, and landfills with a special use permit. Based on existing uses in the area, town goals, current zoning, and the future land use plan, the Planning Board and Planning Staff recommend the rezoning to Heavy Industrial.

No others spoke for or against the proposed rezoning.

*Mayor Richardson closed the Public Hearing*

(Public Hearing sign-in sheet is attached to and made part of these minutes)

(Copied in full, public hearing notice is attached to these minutes)

**b. Adoption of Ordinance 10-14 Titled: “An Ordinance Changing The Zoning Classification Of The After Described Properties From Suburban Residential (RS) To Heavy Industrial (IH)”**

Upon motion by Alderman Williams, seconded by Alderman Henkel, and unanimously carried, Ordinance 10-14 titled: “An Ordinance Changing The Zoning Classification Of The After Described Properties From Suburban Residential (RS) To Heavy Industrial (IH)” was approved.

**c. Adoption of Statement of Consistency**

Upon motion by Alderman Young, seconded by Alderman Henkel, and unanimously carried, approved RZ-14-03 is consistent with the adopted town plans, policies, and the surrounding area, because it is consistent with town goals supporting industry and the Future Land Use Plan that shows the area as industrial..

(Copied in full, proposed Ordinance 10-14 is filed in Ordinance Book 8, Pages 26)

(Copied in full, staff report, proposed Ordinance 10-14, rezoning application, permitted use table, third party notification letter adjacent property owner letter is filed on CD titled: “Town Board Supporting Documents” dated July 7<sup>th</sup> and July 10<sup>th</sup>, 2014 in CD Book #1 titled, “Town Board Supporting Documents”)

**ITEM 14. . PROPOSED TEXT AMENDMENT TO THE UNIFIED DEVELOPMENT ORDINANCE (UDO), CHAPTER 9 AND APPENDIX A, REGARDING PLAN REVIEW, (TA-14-03), (Martin)**

**a. Call for a Public Hearing**

*Mayor Richardson opened the Public Hearing*

Planning Director Erika Martin presented the proposed text amendment stating that last month Bob Henderson with Centralina presented the Board with recommendations from a task force charged with streamlining Troutman’s process. The task force recommends a text amendment that retains public hearings for text amendments, all types of rezonings, and special use permits. The proposed amendment also keeps a final review of subdivision plats by staff in place. The proposed text amendment would remove public hearings in which the public’s concerns cannot be taken into account, like site plan reviews and preliminary plats for major subdivisions. Under the proposal, minor subdivisions and all site plans would be reviewed and approved by staff, while major subdivisions would still go before the Planning Board and Town Board for final review. The amendment would also redefine the Technical Review Committee (TRC) to be comprised

of technical staff, allowing for electronic review. The task force also recommended a Design Review Committee (DRC) comprised of citizens, but additional research is needed before the Town Board can consider such a committee. Based on the recommendations of the task force, Staff and the Planning Board recommend approval of the amendment as presented.

Mr. Randy Farmer, Alternate ETJ member of the Planning Board spoke in opposition of the amendment as propose due to the removal of the Design Review Committee portion from the amendment, and asked that the Board table the amendment to allow the Planning Board further study of how to implement the Design Review Committee without having a lapse in citizen representation.

*Mayor Richardson closed the Public Hearing*

(Public Hearing sign-in sheet is attached to and made part of these minutes)

(Copied in full, public hearing notice is attached to these minutes)

**b. Adoption of Ordinance 11-14 Titled: “An Ordinance Amending The Town Of Troutman Unified Development Ordinance”**

Alderman Henkel asked staff the time line of revising the text amendment. Ms. Martin responded that the DRC portion of the amendment will be presented before the Planning Board this month and the Town Board in August (within 30 days).

Upon motion by Alderman Troutman, seconded by Alderman Jablonski, and unanimously carried, approved to table Ordinance 11-14 titled: “An Ordinance Amending The Town Of Troutman Unified Development Ordinance”, and to be represented to the Planning Board, and represented to the Town Board in 30 days.

**c. Adoption of Statement of Consistency**

Adoption of Statement of Consistency: Not needed due to the tabling of the proposed Ordinance.

(Copied in full, staff report, proposed Ordinance 11-14, rezoning application, permitted use table, third party notification letter adjacent property owner letter is filed on CD titled: “Town Board Supporting Documents” dated July 7<sup>th</sup> and July 10<sup>th</sup>, 2014 in CD Book #1 titled, “Town Board Supporting Documents”)

**ITEM 15. APPROVAL OF RESOLUTION 07-14 TITLED: “RESOLUTION FOR SETTING A REFERENDUM FOR THE OPERATION OF ABC STORES WITHIN THE TOWN OF TROUTMAN”, (Jan Comer. Chair, Troutman Business Council)**

Ms. Jan Comer, Chair of Troutman Business Council approached the Board as Chair of the Troutman Business Council with a request that the Town Board consider a referendum on the November election ballot in order to establish an ABC Store in Troutman.

Although not required by State law, Mayor Richardson entertained comments from the public.

- Mr. Jasper Farmer voiced concern against an ABC Sore in Troutman in regards to growing up in an alcoholic environment, and not making purchase of alcohol convenient for the community. He commented that the Town should depend on increasing the Town’s revenue by increasing rooftops.

Several Aldermen spoke in favor of the referendum as having the Town’s best interest in mind and the effort for keeping spending and revenues in the Town of Troutman.

Upon motion by Alderman Henkel, seconded by Alderman Williams, and carried, approved adoption of Resolution 07-14 titled: *“Resolution For Setting A Referendum for the Operation of ABC Stores Within the Town of Troutman”* by a 4-1 vote.

Yeas: Henkel, Williams, Young, Jablonski

Noes: Troutman

(Copied in full, proposed Resolution 07-14 is filed in Minute Book IV, Page 7)

(Copied in full, proposed Resolution 07-14 is filed on CD titled: “Town Board Supporting Documents” dated June 9<sup>th</sup> and June 12<sup>th</sup>, 2014 in CD Book #1 titled, “Town Board Supporting Documents”)

#### **ITEM 16. IMPLEMENTATION SCHEDULE FOR CITIZENS ACADEMY, (Martin)**

Planning Director Martin stated that based on prior Forward Troutman discussions and the Town’s 2 year implementation plan, before you tonight is consideration of implementing a citizen’s academy in Troutman. The academy would be open to all town and ETJ residents who are at least 18 years of age. If approved it will be advertised in the Town’s newsletter, website, and Facebook page and is proposed to be held on Tuesdays for 7 consecutive weeks, beginning in January. The schedule will include presentations from the Town’s departments and end with a question and answer session with the Town Board.

Upon motion by Alderman Jablonski, seconded by Alderman Williams, and unanimously carried, approved implementation schedule for Citizen Academy based on the timeline and overview as presented by Planning Director Erika Martin.

(Copied in full, memo, schedule and application is filed on CD titled: “Town Board Supporting Documents” dated June 9<sup>th</sup> and June 12<sup>th</sup>, 2014 in CD Book #1 titled, “Town Board Supporting Documents”)

#### **ITEM 17. APPOINTMENT TO BOARDS AND COMMITTEES, (Ann G. Bailie, Town Manager)**

##### **1. Troutman Planning and Zoning Board (1) Inside Member and (1) Inside Alternate**

Town Manager Bailie stated that Judy Jablonski’s resignation from the Planning Board after being appointed to the Board of Aldermen leaves her unexpired position on the Planning Board vacant. Ms. Georgia Beams is the Town Alternate on the Planning Board and is willing to accept the position if appointed. (Applications from other town citizens were in the Board packets for consideration). Ms. Beam’s term as Alternate expires August 14, 2014. If the Board so desires to appoint Ms. Beams as a regular member of the Planning Board, an open alternate position would exist which could be filled either this month or next. The Alternate position is a three year term and would be effective August, 2014.

Mayor Richardson commented that due to the adoption several years back of the alternate program, the intent was to give people the opportunity to learn the Town’s process and as vacancies occurred, move the alternates into those positions. He then asked for a motion to appoint Ms. Beams to the vacant position if the Board wishes to continue that policy.

Upon motion by Alderman Young, seconded by Alderman Henkel, and unanimously carried, approved to appoint Georgia Beams to the vacant position on Planning Board expiring May 14, 2015.

Upon motion by Alderman Henkel, seconded by Alderman Jablonski, and unanimously carried, approved to appoint James (Jim) Troutman to the Planning Board as Inside Alternate effective August 01, 2014 for a three year term.

## 2. Troutman Parks and Recreation Committee (2)

Alderman Williams nominated Scott Stewart and Jeremy Hapes to be re-appointed to the Troutman Parks and Recreation Committee.

Upon motion by Alderman Henkel, seconded by Alderman Troutman, and unanimously carried, approved re-appointments of Scott Stewart and Jeremy Hapes to the Troutman Parks and Recreation Committee for three year terms.

(Copied in full, applications are filed on CD titled: "Town Board Supporting Documents" dated June 9<sup>th</sup> and June 12<sup>th</sup>, 2014 in CD Book #1 titled, "Town Board Supporting Documents")

### **ITEM 18. COMMENTS FROM MAYOR AND BOARD OF ALDERMEN**

Alderman Young spoke highly of his opportunity to participate at the Independence Day Festival, commending the Rotary Club for their partnership with the Town and their continued sponsorship of such a great event for Troutman. He has heard all positive feedback.

In expressing his appreciation to the Town and Rotary Club, Alderman Henkel commented that the festival was an enjoyable event that drew in a great crowd, estimating there were around 3500 people in attendance at the festival.

Alderman Young thanked Mr. Jasper Farmer for sharing his thoughts regarding the ABC Store referendum. He commented he wants to give citizens a voice in the matter, and trust they will look at every aspect of the referendum.

Alderman Troutman stated the reason she voted against the referendum is due to phones calls received from citizens requesting her to be their voice.

Alderman Williams commented that an ABC Store could help with funding the park and keep taxes and fees low.

Mayor Richardson commented the Police Department has been real busy lately with arrests in the Town, commending them on a job well done.

### **ITEM 19. COMMENTS FROM TOWN MANAGER, *(Bailie)***

- Rotary Club recognized the Town's Public Works Department and Troutman Police Department at their meeting earlier this week for a job well done in preparation and participation in the Town's Independence Day Celebration.
- Town of Troutman has loaned 3 pieces of Bill Troutman's artwork to an exhibit that began today at Signal Hill Mall Gallery in Statesville. She stated that according to a Record and Landmark newspaper article, Bill's great-grandfather founded the Town of Troutman. The exhibit is sponsored by the Artists Guild of Statesville and features more than 130 pieces of artwork spanning the artist's career from 1931 through the 1990's.
- Inglewood Reunion will be held in the Park on July 19<sup>th</sup> from 4-8 p.m.

## **ITEM 20. ADJOURNMENT**

Upon motion by Alderman Troutman, seconded by Alderman Henkel, and unanimously carried, the July 10, 2014 Board of Aldermen meeting was adjourned at 8:48 p.m.

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Elbert H. Richardson, Mayor

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Kimberly H. Davis, Town Clerk

(\*) Consensus of the Board